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17 July 1956

MEMORANDUM FOR: Chiefs, FBIS Field Bureaus

FROM: Acting Chief, FBIS

SUBJECT: Letter of Instruction

GENERAL

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1. The current ascendancy toward the peak of the eleven year sun-spot cycle has been noticeable in communications from the field, but not to the extent of causing any serious delays or disruptions. This is mainly due to increased knowledge of the cycle and propagation accrued in recent years, as a result of which better circuit management prevails among carriers today. In particular ACAN has achieved improved regulation of its vulnerable North Atlantic circuits, and has provided alternate routing through an automatic tropical relay in Puerto Rico and through leasing of several underseas cable circuits from Western Union. Although FBIS must share these benefits with other users of ACAN, the necessity for buying service from commercial carriers has been relatively infrequent and light, and the outlook for the remainder of the maximum phase of the cycle is good.

a. The most obvious casualty of the sunspot phase has been the [ ] intercept of the Kyrenia file. This formerly valuable short-cut has dwindled from an average 40% about two years ago to a trickle of 3 to 4% today. Although a few messages may be copied around midnight GMT, coordination with London wire-room will remain suspended until the declining stage of the cycle permits substantial improvement. Because of the sharper rate of decline, improvement should occur during 1957 with relative rapidity.

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b. Communications from Tokyo and Hokkaido have remained generally satisfactory and have not contained unexplained delays of 3 to 5 days as occurred recently with some Okinawa items, and 1 to 2 days with some West Coast ACAN messages. Signals Headquarters is investigating these. An average additional half-day delay from Saigon due to known facility changes is creating no serious difficulties here, and it is understood this should normalize in a matter of days. Bureau comment on the advantages, if any, of the revised MAAG arrangement will be appreciated. [ ]

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2. Approval of the Assistant Secretary of State for Inter-American Affairs has been obtained for the projected test of Latin American Embassy sites as potential cruising posts in an attempt to improve upon results obtained in Puerto Rico. State cables are being prepared to the Embassies in San Jose, Bogota, Quito, and Lima soliciting concurrence. It was stated that increasing the Embassy staff by one position for the FBIS monitoring would be no problem at any point among the above which might ultimately be selected. [redacted]

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3. The DD(I) approved the staff study on FBIS plans for an African Survey. The following steps have been taken toward implementation:

a. After informal conference with the Moroccan Desk, Department of State, a memorandum was transmitted to the Department from the Assistant Director for Operations requesting that approval of the Moroccan Government be sought for tests in Tangier and Morocco.

b. In response to inquiry, the BBC advised that its representative at Accra would supply information on reception conditions in the Gold Coast.

c. ASA agreed to use of its receiving station at Asmara for a preliminary survey of East African monitoring.

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d. Members of the Survey team completed most of their traveling processing, but [redacted] has assumed the engineer assignment, vice [redacted]

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e. Although Spain was excluded as a formal stop on the itinerary, visas for team members are in process and will be retained against possible need.

f. The London Bureau was instructed to arrange for the shipping of the emergency equipment complement to Tangier. [redacted]

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4. Substantial progress was made by the Austrian Bureau in expanding its Satellite press scrutiny. Nearly all required publications are now being received routinely in good time; and 7 of the 9 additional editor-translators are either on duty or in process. Two in process are stateless and have been delayed by reluctance on the part of the Austrian Foreign Office to grant visas; since they are

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key personnel and not replaceable by local recruiting, an approach is being made by the U.S. Embassy to the Austrian Government. It is expected that the two additional staff members will be recruited from Austrian candidates. Material thus far produced is being utilized by both branches and has proven to be of value. [REDACTED]

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5. The Assistant Chief, Mediterranean Bureau, is currently at Mombasa on his East African recruiting tour, from where he reports that prospects for obtaining required languages are promising. At the Mediterranean Bureau, several foreign national monitors have indicated intention not to renew contracts upon expiration, which foreshadows additional recruiting efforts. Furthermore, one Georgian monitor was lost through death during the month. [REDACTED]

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6. Arrangements have been completed for FBIS use of USIS press reports received from PAO's and USIS Stations. This material supplements FBIS radio coverage and enables the Service to produce fuller summaries of world-wide reaction to major events. Additionally, items not available from radio monitoring or from the limited FBIS press scrutiny are now included in the Daily Report. Agreement with USIS on this matter was finalized on 22 June. [REDACTED]

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7. Field bureaus have been requested to submit to the EEC reports on all repeat broadcasts regularly carried by Communist transmitters. From the concurrences received it is considered desirable that bureaus file notification of repeat status whenever such observation is confirmed. For most bureaus this is a minor detail; if London or other bureaus find it more convenient to consolidate such information in a weekly message, that alternative is satisfactory. Reporting must extend to negative changes as well, i. e. when a show loses its repeat status, that is of equal significance. A show once reported need not be further reported until such a change, or until a major schedule revision places its status in doubt. [REDACTED]

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8. The plan for reorganizing the publication and dissemination of FBIS technical broadcast information has been formally approved by the Publications Division, Office of Logistics. This plan will be activated in the fall, after consumers have been surveyed regarding their future requirements. [REDACTED]

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9. Air Conditioning

a. The air conditioning plant at the West Coast Bureau will receive a new compressor and certain modifications in control. Job completion is expected about 6 July.

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b. The air circulation project for the Mediterranean Bureau, approved in March is 90 per cent complete.  50X1

10. Construction

a. The final phase of Okinawa housing construction under Project DD(I) 158 - 56 is 12 per cent complete.

b. Eleven of fourteen Phasibic antennas have been rehabilitated by the Army Signal Corps.

c. Gasoline storage and dispensing facilities, authorized in February 1956 in the amount of approximately \$1,300, for the housing area motor pool will be installed in July when the pump and tank arrive from the United States.

d. Construction of housing at Chitose Air Base under Project DD(I) 168 - 56 is 90 per cent complete. Heavy rain slowed exterior work preventing completion by the end of June. It is now expected that the project will be fully completed by 20 July.

e. At the Mediterranean Bureau, the monitoring booth improvement project is 10 per cent complete.  50X1

EDITORIAL COMMENT

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1. General

a. Enclosing names in brackets may mean any one of several things to the headquarters editor. In order to explain more precisely what is meant, field bureaus are asked to use brackets for names which are doubtful from an audio standpoint, and to add a question mark when the name cannot be verified from reference material available to the bureau. Bureaus are reminded that in many cases headquarters can on request prepare special compilation of names for anticipated events such as Congresses and meetings.

b. The Third Session of the First CPR National People's Congress in Peking 15 to 30 June resulted in a large volume of texted Congress speeches monitored from Peking radio. This material was carried in the Far East Daily Report, causing an increase of some 13,500 words each day.

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c. On 18 June a special supplement to the USSR-EE Daily Report was published. This 75-page supplement contained the two reports presented to the National Conference of the Communist Party of Czechoslovakia held in Prague beginning 11 June.

2. Okinawa and West Coast Bureaus

a. The Okinawa staff is to be commended for its fine performance in handling textual material from the Chinese Communist National People's Congress. In quantity, quality, and manner of handling, the operation reflects much credit on all concerned. West Coast Bureau carried out its part of the NPC Congress reporting with equal finesse.

b. Recently WCB has filed as Texts a number of short KCNA items of secondary importance. Since the Daily Report is under strength both in editors and in typists, it is requested that such items be filed in Brief form.

c. This same request is made of Okinawa in its processing of Pyongyang KCNA English Morse and Hanoi VIETNAM NEWS AGENCY English Morse.

3. West Coast Bureau

a. The WCB is commended for its expeditions and extensive coverage of the Argentine revolt.

b. It is requested that WCB, and ECB file Economic Briefs in groups of four or five rather than singly, accumulating briefs if necessary. This will be a great assistance in processing in this office.

4. Tokyo Bureau

a. Items including budgetary or other statistical information occasionally contain ambiguities or contradictions which cannot be resolved either here or in the field. These should be accompanied by editors' notes to indicate to the Washington editor that these passages are as broadcast and are not processing errors. This procedure will obviate the need for querying.

5. German Bureau

a. Frankfurt's prompt and thorough action in covering

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the Daily Report request for the full text of the KPD statement on the Khrushchev report is appreciated.

b. Please note for future foreign-trade headlines in the German Economic Report that the FBIS area assignment includes India, Ceylon, and Pakistan in the Near East.

6. London Bureau

a. In the progress report dated 3 June 1956 the Chief, London Bureau, notes that the bureau was requested to increase its reporting of Cairo, Voice of the Arabs material, that the bureau had, but that only half of these items appear in the Daily Report. The broadened coverage and fuller reporting are desired and it is hoped that they will be continued, regardless of what may or may not appear in the Daily Report during a particular period. It is observed, however, that in choosing material for publication in the Daily Report priority is given to all broadcasts of a type similar to the Commentary by Ahmad Said carried by Voice of Arabs on 30 June 1956, 1800 GMT, and published on pages A 5-7 of the 2 July Daily Report.

b. As a double check, London editors are requested to repeat the month of broadcast in logos of delayed Western USSR regional material. Example: Tallinn, Estonian Regional Service, in Russian, May rpt May 29, 1956, 1500 GMT--L.

c. Please use the established logo for the Communist "Home Service" for Italy as follows: Communist "Home Service" for Italy, in Italian via Prague (or Warsaw, as the case may be).

PROPAGANDA ANALYSIS COMMENT

1. An analysis of Belgrade and Moscow propaganda bearing on Yugoslavia's new relationship with the Soviet Bloc was prepared in support of a crash national estimate on Yugoslavia's international position. An OME staff memo reviewing Radio Propaganda Report RS.8 of 22 May 1956, on Khrushchev's position in the deglorification of Stalin, is to be discussed by the Board of National Estimates.

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Propaganda Reports issued during the month called attention to some new audience-appeal devices in Radio Moscow's broadcasts for foreign listeners and recorded changes in the amount of Soviet radio output to foreign audiences. Reports published from June 1955 through May 1956 were logged in the second Index of Radio Propaganda Reports.

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2. Limited beaming of some items appearing in newscasts (see 7 April 1955 Basic Instruction for Compiling Soviet Commentary Lists, paragraph 2b), particularly Soviet leaders' telegrams and statements, TASS denials and statements, suggests that enough care is not taken in scanning the news shows for commentary-type items. Bureaus are reminded that the Soviet commentary lists need not include regularly scheduled press reviews, or description of contents of Soviet periodicals unless one of the articles is described at considerable length. [redacted] 50X1

3. Okinawa Bureau's discretion in text, except and summary coverage of the third session of the Chinese National People's Congress was particularly commendable in terms of Radio Propaganda Branch requirements. RPB Far East analysts also appreciate Okinawa's consistently careful coverage of developments in CPR cultural and literary life; a report on this subject is expected to be forthcoming in the near future. [redacted] 50X1

ADMINISTRATION

[redacted] 50X1

2. Arrangements were concluded for the lease of an apartment in Saigon for the remaining bachelor editor. [redacted] 50X1

3. An interesting statistic is noted: During Fiscal Year 1956, FEED wrote 140 travel orders. [redacted] 50X1

4. Vital Statistics: The attached listing of announcements and reports on personalities in FBIS may not be complete. It is believed, however, that if bureaus will report promptly to the Administration Office those developments which concern members of FBIS and which are sure to be of interest to their friends at headquarters and at other bureaus, future reports will be improved. In fact competition may well be keen for the rumor channel. [redacted] 50X1

5. FBIS Career Service Panels took up their duties as prescribed by regulation. The initial reaction amongst staff members is very favorable, but officers required to serve on the panels are hard pressed by the added time and effort. [redacted] 50X1

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6. Bureaus should make every effort to liquidate compensatory time due an employee prior to his leaving for a PCS. It can also be used as leave en route in which case the employee shall be responsible for informing the Department or his next bureau at the time the travel voucher is prepared. [REDACTED]

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7. Regulations provide for conversion of unused compensatory time to overtime prior to the end of the calendar year in which it is earned. Authorization for such conversion and payment should be in the form of a memorandum from the Bureau Chief, giving the following information:

- a. The number of hours C/T worked in each pay period involved.
- b. The employee's basic pay for each period in which C/T was worked.
- c. The value of the additional hours worked for each pay period had they been reported as O/T.
- d. The operational necessity for the work being performed.
- e. The operational necessity for not allowing the C/T to be used. [REDACTED]

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8. In reference [REDACTED] bureau Administrative Officers should ascertain that all employees have placed the name of their emergency addressee on file. Those for classified personnel should also be furnished to the Headquarters Administrative Officer if not already done. [REDACTED]

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9. Bureaus are cautioned to order forms in sufficient quantities and time to avoid requests for air delivery. A recent request for twenty pads of forms to be sent airmail would have cost \$74, if the request had been honored. [REDACTED]

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10. Monthly Classified Personnel reports should be submitted in triplicate instead of duplicate which is indicated on some of the old forms. The Foreign Personnel report need only be submitted in duplicate. [REDACTED]

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11. There appears to be a misunderstanding regarding the proper object classification of the newly established allowances. Education, Home Service Transfer and Temporary Lodging Allowances are all classified O1 Personal Services. [REDACTED]

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12. The following issuances have not previously been reported:

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PERSONNEL CHANGES

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1. New Employees

Assignment

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Clerk Typist  
Editorial Branch  
  
Clerk Typist  
Editorial Branch  
  
Info Spec.  
Editorial Branch  
  
Relief Org.  
Editorial Branch  
  
Info Spec.  
Editorial Branch

2. Transfers Within FBIS

From:

To:

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Clerk Typ. Editorial Br.	Clerk Typ. Admin. Staff
Info Spec. West Coast Bur.	Info Spec. Okinawa Bur.
Info Spec. Okinawa Bur.	Info Spec. West Coast Bur.

3. RE 111  
Transfers From FBIS

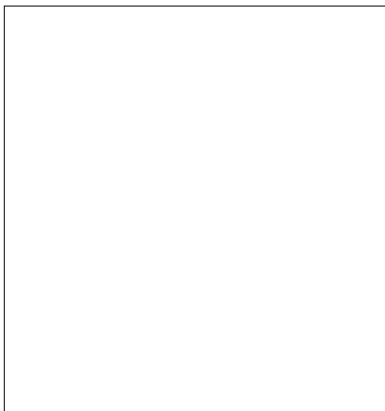
From:

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Clerk  
Editorial Branch  
  
Broadcast Mon.  
East Coast Bureau

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Info Spec.  
Editorial Branch

Clerk Typist  
Editorial Branch

Info Spec.  
Editorial Branch

Brdest Mon.  
West Coast Bureau.



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Attachment:

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